



**NIAGARA  
SPORT COMMISSION**  
*Where community and business play*  
**NIAGARA SPORT COMMISSION**

**POSITION: EXECUTIVE DIRECTOR**

The Niagara Sport Commission Inc. (NSC) is a non-profit organization that uses sport to enhance the economic and community wellbeing of the Niagara region. The NSC is currently seeking a highly professional and experienced individual for the position of Executive Director.

**Position Summary:** Taking direction from the Executive Committee of the Board of Directors, this individual will oversee the business operations of this recently incorporated, non-profit organization. The Niagara Sport Commission's central position in a diverse network of organizations including community sport leagues, sport events rights holders, tourism and hospitality enterprises, local governments, and educational institutions necessitates a collaborative management style. The Executive Director is responsible for initiating and managing partnerships with key stakeholders, as well as supervising paid staff and student interns. The ED is expected to contribute to the culture of the organization through strong values-driven leadership, and a results-driven orientation.

**Primary Responsibilities:**

- Manage effective and efficient administrative and financial control systems to support a contemporary nonprofit sport organization that is constituted by a volunteer Board structure;
- Increase revenue diversification and generation;
- Oversee the community development activities of the organization;
- Oversee and integrate the efforts of full and part-time staff, internship students, and volunteers;
- Identify and bid for sport events in partnership with key stakeholders in the community;
- Provide logistical support for sport events in the Niagara region.

**Position Requirements:** An undergraduate degree in Sport Management or related field and executive level experience in all aspects of management including financial management are requirements for this position. The successful ED candidate will have strong interpersonal communication and problem solving skills. Knowledge and experience in the areas of sport event bidding and hosting, sponsorship development, strategic planning, finance, and partnership management are required

**Compensation:**

Executive Director salary range is \$63,000 - \$70,000 per year commensurate with experience, plus benefits.

**Apply with CV by Wednesday October 26<sup>th</sup>, 2011 to:**

Sue Morin, Interim Executive Director

20 Pine St. N., Thorold, ON, L2V 0A1

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